

## **AFHA AmeriCorps 2017-18 Positions / Sites**

Please read Recruiting information first for information applicable to all positions. This document contains short descriptions of expected individual positions for AFHA AmeriCorps 2017-18 term. Please read through the sections you are interested in. Note that “categories” are fluid – many sites include activities that cross categories.

Conservation positions start page 1

Heritage / Community Development positions start page 5

Hands-On Team page 12

### **Conservation Positions – Environmental Stewardship**

Conservation positions are all full-time positions with agency or non-profit sites. Most will expect a conservation related degree or experience. Many positions include both field work and outreach; they are categorized by major focus. Even strongly field-based positions will be mostly office work during the winter. All positions will include some volunteer management.

#### **Conservation Field Positions**

##### **Monongahela National Forest - Watershed, Bartow**

Supervisor, Chad Landress

Do you love to teach the public about the beauty and importance of brook trout, macroinvertebrates, and watershed restoration? Come serve a year with the Monongahela National Forest Watershed team, focusing on outreach and education, with opportunities to be involved with habitat restoration and stream monitoring. A large component of this position will be building upon an established snorkel outreach program to engage youth with stream ecology, fisheries, and watershed health. Additional education and outreach activities will be abundant and include working with school groups, Forest Service events, envirothons, and other public presentations. Planning and orchestrating these events is a critical component of a successful candidate's program year, and opportunities to develop social media and manage volunteers are plentiful. Restoration and monitoring projects to which the member will be exposed, and potentially involved in, include stream habitat restoration, riparian tree planting, aquatic organism passage improvement (culvert replacement) and road decommissioning to restore watershed hydrology, as well as various monitoring and research activities. Data entry and GIS mapping related to the projects are also likely components of the position.

Based in rural Bartow, WV, this position is looking for a self-starting individual with a watershed, fisheries, or conservation degree, willing to get involved in the community and restore the landscape at the same time. Low-cost housing may be available.

##### **Monongahela National Forest – Wilderness and Recreation, Marlinton**

Supervisor, Matt Edwards      2 positions

Hiking, trail work, wilderness! The Monongahela National Forest is looking for 2 AmeriCorps members to serve at the Marlinton Ranger Station. These positions are heavy on fieldwork including restoration of public lands, rehabbing hiking and ski trails, decommissioning dispersed camping sites, and possibly helping with prescribed burns. Positions will provide wilderness monitoring with GIS mapping and data updates relevant to your projects. Members will develop visitor information such as brochures and kiosks, provide outreach and education such as Leave No Trace and wilderness education, and engage the public through events and volunteer work day opportunities.

The best candidates for these positions will have experience with GPS/GIS, field monitoring protocol, data entry and a general knowledge of natural resources. Interpretation or outreach experience would also be helpful. Members should be willing to work together in small team and live in a small rural community. Low-cost housing may be available.

### **Canaan Valley National Wildlife Refuge, Davis**

Supervisor, Dawn Washington      2 positions

Serve a year in an ecosystem called “Little Canada.” Canaan Valley National Wildlife Refuge is looking for 2 members to serve in a lush deciduous rainforest in the highlands of W.V. This position focuses on wildlife with a wide variety of biological studies duties including monitoring of bats, vernal pools, beaver dams, water quality, threatened and endangered native species, and non-native invasive plant species. Monitoring includes field surveys and the GIS and data duties related to these studies. Members help organize and participate in tree planting and public lands improvement projects. In addition, members conduct outreach events, manage volunteers, help with visitor services, events and school group activities, and provide interpretive walks about the Refuge.

Conservation degree with some field work experience expected. Love where you live and join our team in Canaan Valley, W.V.!

### **The Nature Conservancy, Cooperative Weed and Pest Management Area (CWPMA), Elkins**

Supervisors, Mike Powell and Ben Rhodes      2 positions

Spend your service in the woods doing fieldwork to improve public lands. The Nature Conservancy is looking for 2 full year members for the Cooperative Weed and Pest Management Area positions. Main duties include non-native invasive species eradication, tree plantings, tree release, and a plethora of other outdoor activities. In addition to field work (especially during winter season) other duties will include GIS mapping and recording data for the projects, volunteer management and events, and outreach and education about the forest and its environmental / conservation issues.

These positions are based in Elkins, with extensive field travel around the area. Members should have a conservation background, but most importantly be willing to work hard, and be willing to use herbicides with appropriate training and safety precautions. Benefits of your service will lead to improved connectivity between habitats, improved soil health and water quality, increased habitat for at-risk species, and watershed restoration all focusing on increasing the health and resilience of public lands. Hike in the forest, pull garlic mustard, work hard with a great team making our lands beautiful throughout W.V.

### **The Nature Conservancy, West Virginia Restoration Venture, Elkins**

Supervisors, Mike Powell and Ben Rhodes      2 positions

Help restore red spruce ecosystems with The Nature Conservancy’s WVRV Ecological Restoration Team! TNC is looking for 2 full year members whose main duties will be red spruce restoration, planting, and tree release, along with some non-native invasive species eradication. Other duties will include GIS mapping and recording data for the projects, volunteer management and events, and outreach and education about the forest and its environmental / conservation issues.

These positions are based in Elkins, with extensive field travel around the area. Members should have a conservation background, and expect mostly field work during good weather, including willingness to use herbicides, plus planning, outreach and documentation tasks over the winter. The focus of this position is to help to improve the health and resiliency of forest ecosystems, restore and enhance habitats and communities of high priority wildlife species, improve watershed health, and increase public awareness and volunteerism. The team members will be directly involved in implementing restoration and management activities.

## **Conservation Outreach and Interpretation Positions**

### **Monongahela National Forest -- Petersburg Ranger Station and Seneca Rocks Discovery Center (SRDC)**

Supervisor, Gray Buckles

Trail improvement, volunteer engagement, and visitor interpretation are the focus of this position with the northern gateway of the Monongahela National Forest. This member will focus on improving trails in Mon, working with volunteers to organize trail maintenance workshops and trail improvement projects. Member will help with improving interpretive and information materials such as kiosks and signs, will organize volunteer musicians and demonstrators for summer programs, and will provide interpretive programs for visitors. The member will also help organize Discover Nature Day and participate in other conservation special events.

This position will be based in Petersburg, WV, with some summer duties at Seneca Rocks Discovery Center. This will be a great experience for anyone interested in natural and cultural resource interpretation, public land management, and working with volunteers. Join us for a year of public service while gaining experience for potential future visitor or rec positions with the Forest Service, National Park Service, or State Parks.

### **Monongahela National Forest – EcoPartnerships, Elkins**

Supervisor, Julie Fosbender

The EcoPartnerships position with the Monongahela National Forest is all about helping people help the environment. The Monongahela National Forest is looking for a self-starting individual ready to serve a year collaborating with partners on large scale ecosystem projects, such as the Central Appalachian Spruce Restoration Initiative (CASRI) and the Potomac Highlands Cooperative Weed and Pest Management Area (PHCWPMA). This position includes partnership coordination activities and public outreach, specifically for non-native invasive species eradication and red spruce restoration in the highlands of West Virginia. Other duties include some GIS mapping, volunteer management for events, and lots of education and outreach. Are you comfortable communicating with many organizations? Are you ready to go, go, go? This position is for you!

### **Trout Unlimited, Thomas**

Supervisor, Dustin Wichterman

Help raise awareness and protect streams! The Trout Unlimited AFHA AmeriCorps position known as the West Virginia Restoration and Monitoring Organizer will focus on promoting awareness of restoration activities available to TU grassroots through presentations to local TU chapters, TU council, partners, and media. Brook trout habitat and clean water restoration projects are the major goals in this full year position with Trout Unlimited. This member will engage people in organized field trips including providing water quality survey and tree planting activities and temperature and water quality tests. The purpose of the position is to promote regional awareness of conservation activities and to engage volunteers in conservation projects that restore in-stream and riparian habitat in the Potomac and Greenbrier River headwaters. Volunteer management is also a large portion of this position, as well as education and outreach, in person and through blogs and social media. Imagine yourself taking volunteers out to beautiful creeks and teaching them about trout habitat and plant trees (many, many trees), then join us at AFHA AmeriCorps!

### **US Fish & Wildlife Service, WV Field Office – Outreach, Elkins**

Supervisor, Barb Douglas

Events! Bats! Teaching kids about mussels! The Outreach and Education position with the USFWS has the power to make you a natural at public speaking. Duties include planning and implementing events, partnerships and collaboration, newsletters, blogs, social media, speaking at schools, did I mention events? Other duties may include some hands on river clean ups, non-native invasive species control, and field monitoring. This position is for a creative, self-motivated individual to support the development and growth of environmental education in our region. This one year position is based in Elkins, W.V. and needs applicants who thrive on communication.

## **US Fish & Wildlife Service, WV Field Office – Partners for Fish & Wildlife, Elkins**

Supervisor, Nick Millett

Improve habitats for public lands and with private land partners. This position will assist the U.S. Fish & Wildlife Service Partners for Fish and Wildlife Program by managing PFW volunteers in a variety of education and outreach events and also conducting habitat conservation activities in the field. This position with the Partners for Fish and Wildlife Program is seeking an individual that understands the big picture. A major project will be to photograph restoration projects throughout, from beginning to end, and monitor previous areas. Duties include fieldwork and fencing projects, river clean ups, outreach and education through events, social media, and website, and non-native invasive species control. If you like the long term view, this position is for you!

## **Conservation / Heritage Cross-Over Positions – Conservation Agency, Heritage-related duties**

### **Monongahela National Forest, Forest Service Heritage Program-Elkins**

**FILLED** by returning member

Supervisor, Gavin Hale

Budding archaeologists, we want you! Serve a year with the Heritage Program Manager at the Monongahela National Forest! MNF Heritage Program is looking for a hardworking, self-starting individual ready to dive into a multi-faceted position. This position includes training and experience in everything you can imagine! Assist the Mon Forest Heritage Program Manager in conducting archaeological surveys and monitoring historical sites, inventorying sites, photography, mapping and test excavation in the field. Related lab work and documentation will include conditions assessments, cataloging, GIS mapping and preparing reports. The member will coordinate and lead at least one project that engages volunteers in stewardship of an historic property. The member will also assist with projects pertaining to Tribal Relations.

Anthropology or archaeology background preferred. The member will use archeological tools, maps, computers, office equipment, cameras, and GIS applications and will have the opportunity to learn multiple aspects of the Heritage Program responsibilities. The work includes hiking 1 to 3 miles to site locations in rough, uneven terrain and working outside in a variety of weather conditions. It also requires standing, bending, carrying, and lifting.

### **Monongahela National Forest, Forest Service Heritage and Recreation Associate – Elkins, WV**

Supervisor, Gavin Hale

This position has it all! The Monongahela National Forest is looking for an individual willing and able to complete projects in recreation and heritage, including historic preservation projects, archaeology, and community development. Help plan, care for, and share the heritage, archeology and recreation related resources on the Greenbrier Ranger District. Activity focuses on developing the 'Your Forest History' pilot program that will include historic interpretive programming and information development including assets, strategies, and lesson plans. This will include developing interpretation materials and public outreach and education for Civil War, other heritage and recreation sites, giving historic interpretive walk and talks and programs to the public, and developing historic signage depicting local history. The position will also help improve recreational opportunities through cultural tourism, plus volunteer management including fieldwork days, youth engagement, and training volunteers to lead guided hikes.

The best candidate for this position would have experience with GPS/GIS, understanding of interpretive programming, and a general knowledge of natural and historic resources. Since this position is supervised by the Heritage Program Manager, it will be based in Elkins, WV with travel to Bartow, WV for projects.

## **Conservation / Heritage Cross-Over Positions – Museum site – Conservation interpretation duties**

### **Appalachian Forest Heritage Area Museum Position, Elkins, WV**

Develop Nature theme museum exhibit for AFHA. See description under Heritage Positions page 11

## **Heritage and Community Development Positions – Community Investment**

Heritage and community development positions are assignments with agencies or non-profits. All members are full time, although some positions combine service with two different organizations. Community development positions are usually with Main Street or similar community organizations, or with Community or Economic Development agencies. Cultural development / tourism positions may focus on artisan networking, heritage tourism, or cultural events. Heritage positions are mostly with museums, historic sites, or historical societies. All will include some volunteer management, and some positions involve some weekend commitments. While program relevant degrees are sought for many of the positions, for others, good communication skills and good attitude are more important than your type of degree.

### **Community Development Positions**

#### **Woodlands Development Group, New Historic Thomas, Thomas, WV**

Supervisor, Emily Wilson-Hauger

Help facilitate the community growth of one of West Virginia's most outstanding small arts communities. Serve with New Historic Thomas community non-profit to support their community-driven beautification, revitalization, and redevelopment efforts. Work with volunteers, raise awareness, and help implement projects such as riverfront improvement, community parks and trails, and public art. Support sponsor Woodlands Development Group in community planning for Thomas and nearby Davis.

Member for this position should have interest in small-town and/or arts-based community development. Be prepared to engage with and become a part of this unique community.

#### **Woodlands Development Group – Barbour County, Philippi WV**

Supervisor, Dustin Smith

This position focuses on downtown redevelopment in distressed Barbour County communities (Belington and Philippi) through a partnership between Woodlands Development Group and Barbour County Development Authority. Help with redevelopment of downtown structures with emphasis on historic buildings, including planning, pre-development, and assisting with rehabilitation projects. Provide redevelopment assistance to downtown building owners and distressed communities.

The ideal member for this position will have background in historic preservation, and interest in learning the full range of the redevelopment process.

#### **Elkins Main Street, Elkins, WV**

Supervisor, Karen Carper

Help Elkins Main Street bring renewed energy and vitality to downtown Elkins with the Main Street Four-Point approach. Member will assist and leverage volunteers through each of the Main Street committees:

- assists Organization committee with community engagement and volunteers,
- assists Design committee with downtown improvement projects,
- assists Economic vitality committee with business development and retention,
- assists Promotion committee with events and outreach.

This position has the opportunity to start in September with the rest of the team, or to start as late as January 2018, for a one-year term. This will give great experience for professional development in the community development field.

### **PRO ON TRAC, Parsons, WV**

Supervisor, Cynthia Kolsun

Help bring alive this charming small town. Member will work with local revitalization organization using Main Street principles to support adaptive reuse of historic buildings, parks improvements, and other community projects, as well as supporting and promoting year-round events. Member should have strong communication skills, and enjoy working with community volunteers.

### **Potomac Highlands Regional Community Outreach Coordinator, Wardensville/Moorefield, WV**

Supervisor, Tina Metzger

The Regional Community Outreach Coordinator member will help coordinate regional community development efforts across counties of the Potomac Highlands of West Virginia (Hardy, Hampshire, Mineral, Tucker, Grant and Pendleton counties) serving with Eastern WV Community and Technical College and its Institute for Rural Entrepreneurship and Economic Development (IREED). While recognizing the uniqueness of each county, this project will focus on a collaborative regional effort, identifying existing assets and developing new ones, creating entrepreneurial opportunities, and marketing the "Potomac Highlands Region." This member will work with the Regional Consortium and other Potomac Highlands AmeriCorps members to assist with community outreach and marketing including telling success stories, volunteer development of community members, regional partnerships and collaboration, and help develop and implement community education workshops on topics of interest such as technical and entrepreneurial skills.

This member will have the opportunity to learn about the community development process, and it will be ideal for someone who likes to work with people, and is interested in improving what is special for each small community. Candidate should be well organized and have strong interpersonal and communication skills in small and large groups. Must have own transportation for substantial local and regional travel, and will require some evening and weekend duties.

### **Cultural Development & Tourism Positions**

#### **Potomac Highlands Regional Heritage and Ecotourism Coordinator, Wardensville/Moorefield, WV**

Supervisor, Tina Metzger

The Regional Heritage and Ecotourism Coordinator member will help coordinate regional tourism development efforts across counties the Potomac Highlands of West Virginia (Hardy, Hampshire, Mineral, Tucker, Grant and Pendleton counties), serving with Eastern WV Community and Technical College and its Institute for Rural Entrepreneurship and Economic Development (IREED). While recognizing the uniqueness of each county, this project will focus on tourism as a regional collaborative effort, identifying existing heritage, natural, and agri-business assets and developing new ones, creating entrepreneurial opportunities, and marketing the "Potomac Highlands Region." The position will work with other Potomac Highlands AmeriCorps members, and the regional Consortium and Tourism Council, and local partners, to assist with research and identifying existing and potential heritage, outdoor, conservation and agribusiness sites and assets, creating outdoor activity trails connecting similar sites to create tourism opportunities, assisting with agri-tourism workshops and site development, and assist with tourism strategic planning and marketing. Member will work with volunteers in collaborative efforts and in organizing trail development or clean-up activities.

This member will have the opportunity to learn about the tourism industry, and how to develop and enhance tourism product experiences for visitors. Candidate should be well organized and have strong interpersonal and communication skills in small and large groups. Must have own transportation for substantial local and regional travel, and will require some evening and weekend duties.

### **Tucker County Cultural District Authority, Parsons, WV**

Supervisor Rob Burns

Help support cultural, historical, artistic, and recreational opportunities and tourism for Tucker County. The member will help coordinate implementation of a grants program to provide funding for cultural development projects in the county and continue TCCDA cultural tourism collaboration, research, interpretation, branding and wayfinding. The member will also be assigned some partner projects, such as establishment of a sister website for the Tucker County Historical Society to make available their electronic archives, and other potential interpretation or tourism experience improvement projects.

This member will work help connect cultural partners across the county, with a variety of historical and tourism project tasks. Your own car and good computer skills will be needed.

### **Mountain Arts District, Elkins, WV**

Supervisor, Josie Cuda

Help bring the arts and community together through the coordination, support and promotion of artists, events, resources and services with Mountain Arts District. A community based association of artists and community members in Randolph and surrounding counties, MAD's primary function is to create a network opportunity for stakeholders of the arts to meet and discuss opportunities. Three main foci at this time are an online showcase of artists and arts calendar; workshops for artist entrepreneurs, and increasing public art. The member supports collaborative efforts through the serving as a leader & team member with MAD volunteers, supporting regular networking group meetings and project committees, maintaining the website and keep it current, conducting outreach to artists, art venues, tourist agencies, website project sponsors, and local businesses, and capacity building to assist the board and volunteers.

This member needs to be interested in the intersection of arts and community, with strong communication skills both in person and electronic.

### **ArtSpring, Thomas, WV**

Supervisor, Erika May

Help celebrate the arts with ArtSpring , cultivating and promoting Tucker County arts and artists through an annual festival and growing year-round program. The AmeriCorps Member will serve as Engagement and Outreach Coordinator, helping to reach the targets of our mission at all levels -- serving artists and the public good, reaching under-served communities, improving our communications, refining and coordinating our programs, and partnering with organizations in the region. Duties will include working with board and supervisor to help coordinate programming, marketing and implementation of the annual ArtSpring festival, engage artist participants, broaden community engagement, coordinate other special events during the year, help with research of economic and social impact of the arts, and support the organization, volunteers and capacity building.

In return for member service, ArtSpring offers a willing Board or Directors, a welcoming community, and a growing expectation for arts leadership in Tucker County. Such is our training ground for a bright young person looking for professional growth and meaningful service.

### **Elkins Depot Welcome Center, Elkins, WV**

Supervisor, Anne Beardslee

Support heritage interpretation and tourism development by managing volunteers and providing visitor information for this busy gateway welcome center. Through social media, events and web presence, help increase the number of people that visit the Welcome Center and expand the tourism services and cultural heritage tourism development for the area. Member will become an integral part of the Center, will make suggestions for changes, participate in all major Center activities, and the service visitors receive.

The ideal member for this position will have excellent communication skills and be interested in talking with and helping a wide variety of people. The member should be familiar with or interested in learning about West Virginia tourism opportunities.

## **Heritage (Museum / Historic Site) Positions**

### **Arthurdale Heritage, Arthurdale, WV**

Supervisor, Darlene Bolyard

Be a part of the historic community of Arthurdale, created as the nation's first New Deal Homestead Community. Arthurdale Heritage Inc. preserves this cultural heritage for community members and visitors. Member assists with operations and improvements at the 1930s era museum and historic site, with duties include recruiting/managing local volunteers, event planning/implementation, promotion/outreach including social media and newsletter, and visitor services focused on conducting guided tours. Community outreach is a priority, particularly growing membership and engaging newcomers and local families to encourage membership and community engagement. Other projects may include exhibit development, collecting oral histories, and/or assisting with building rehabilitation projects.

Member works closely with the Executive Director on a wide variety of tasks. Each day is different and priorities can change quickly. A small apartment in one of the historic homes is provided with this position.

### **Nicholas Old Main, Summersville, WV**

Supervisor, Ray Moeller

Help bring the past into the future by supporting the Nicholas Old Main Foundation in reutilizing the previous Nicholas County High School, known as Old Main. Old Main is listed on the National Register of Historic Places, has 4 active renters, interpretive displays, and plays host to various local events, class reunions, and community activities. The member will help the older volunteer members of the Foundation with planning and developing capacity for future operations including improving volunteer management. Projects will include planning and policy development for sustainable operations, utilizing Old Main within heritage tourism initiatives, heritage museum and arts programming activities, and improving community engagement with Old Main.

A public history, museum or heritage tourism background would be helpful for this position, with an emphasis on planning and capacity building. Willingness to engage with and learn from silent generation older volunteers is essential, while helping them to expand outreach and engagement to move the organization forward.

### **Upshur County Historical Society, Buckhannon, WV**

Supervisor, Mr. Noel W. Tenney

If you have a deep interest or would like to be more involved with collections management, this position may be for you. The Upshur County Historical Society cares for a vast artifact collection (documents, photographs, and three dimensional artifacts) which includes approximately fifty thousand items. The AmeriCorps member has primary responsibility for cataloging this large and growing collection into our PastPerfect data system. Projects will also include compiling and storing information for the Upshur County Digital Encyclopedia Project, research and write at least one article for the Society Journal, and assist with the research, development, and installation of the summer exhibit. Other duties will include working with volunteers to organize and manage the collection, assisting researchers, public outreach and membership development.

The member is expected to have some training in collections management; graphic design skill would be a great bonus. Member should know, or be willing to learn, PastPerfect software as well as museum work skills in exhibit design and construction. Member should be adept in historical research and scholarly writing, with a background in, or interest in learning about, Upshur County local and regional history.



### **North House Museum, Lewisburg, WV**

Supervisor, Nicholas LaCasse

Join the professional team with the Greenbrier Historical Society and their North House Museum, which houses extensive collections and archives of county history. Gain experience in museum operations including interpretation, visitor services, research and oral history, and educational programming. Projects this year will include oral history and video documentary program, educational programming for schools, assisting with visitor services including events and giving tours, outreach and managing volunteers.

Museum studies or local history interest are recommended for this position, plus familiarity with or willing to learn Past Perfect Museum software. The position will give an overview of museum management, help the member gain experience in areas that interest them, and allow them to develop a portfolio with examples of their work.

### **West Virginia Railroad Museum, Elkins, WV**

Supervisor, Ed Griesel

Create a whole museum display for rail enthusiasts! Each year the West Virginia Railroad Museum rotates a new exhibit in the restored Darden Mill adjacent to the previous Western Maryland Railway yards in Elkins, WV. This member will serve with museum volunteers in creating and implementing the 2018 exhibit. Member also has primary responsibility for museum operations during tourist season, including managing volunteer docents. The position also provides promotion and outreach to raise awareness of railroad heritage, and organization support and capacity building.

Exhibit design experience and skill or willingness to learn graphic design (InDesign preferred) will be needed. Background or interest in railroads and rail history highly desirable. Substantial weekend duties for tourist season.

### **Beverly Heritage Center, Outreach and Programming positions, Beverly, WV**

Supervisor, Darryl DeGripp, 2 positions

Experience the full range of historic site operations at the Beverly Heritage Center. This museum and visitor center located 6 miles from Elkins in the small town of Beverly, the original county seat of Randolph County, combines four historic buildings, and interprets regional, local, and Civil War heritage. These 2 members will serve in a small team with one staff member and dedicated volunteers. Specific assignments for each position can be adjusted depending on member interest.

Museum activities for both will include collections management, exhibit improvements, visitor services, and special events with occasional living history and period dress opportunities. Both members will assist with volunteer management, capacity building, and will participate as active members of the organization.

Outreach member will serve closely with the promotion committee on event planning and implementation, including volunteer management for events, and taking significant responsibility for social media, e-newsletters, press releases and other promotion of events and the museum.

Programming member will help develop new and expanded museum and event programming, including school programs, tours, workshops, and visitor engagement activities. This will likely involve developing a small exhibit for the rotating exhibit room.

Operating partner Rich Mountain Battlefield Foundation manages the nearby Civil War battlefield site and interprets regional Civil War history. One member will assist RMBF with battlefield preservation and Civil War interpretation, including upgrading of the permanent Civil War exhibit currently underway.

Operating partner Historic Beverly Preservation and Beverly ON TRAC work throughout the community on heritage tourism and redevelopment projects. One member will assist with community committees including design, historic preservation planning and outreach, and community engagement for economic vitality.

While a public history or museum studies background is helpful, skills in communication, marketing, interpretation, or community engagement could be equally important. Will have significant weekend service.

**Randolph County Museum, Beverly WV (1/2 time)**

Combined position 2 organizations

Supervisor, Darryl DeGripp , Randolph Co Museum;

Gain experience in both museums and historic preservation in this combined position. The two locations are about 7 miles apart.

For Randolph County Museum, collections management will be the primary focus. The Randolph County Museum is an artifact- rich county history museum located in a historic building in Beverly, and operated by the Randolph County Historical Society. The museum has a wealth of artifacts, and the Society badly needs help in updating the registration and care of items, as well as with exhibit updates. The Society also is working to increase membership and programming and member will help with capacity building, communications including newsletters and website, and will assist summer visitors at the museum, including substantial weekend hours during the season.

Museum studies or collection experience needed, familiarity with or interested in learning Past Perfect for collections and Wordpress for website management.

**Elkins Historic Landmarks Commission, Elkins, WV (1/2 time) Supervisor Priscilla Gay, EHLC**

For **Elkins Historic Landmarks Commission**, historic preservation is the main focus, including policy, education, and preservation planning. EHLC is the Commission of the City of Elkins responsible for historic preservation, and manages the historic Darden House complex. Member will assist with preservation planning for maintenance and improvement of the Darden House, and will assist with preservation education and awareness, as well as volunteer management and capacity building for the organization. Additional projects for Landmarks Commission may include work on developing design review guidelines, local landmarks designation, National Register nomination, and/or oral history or local history preservation.

Member should have some historic preservation background and understanding of preservation principles, standards, and programs.

**Appalachian Forest Heritage Area Tourism Position, Elkins, WV (3/4 time)**

Supervisor, Phyllis Baxter

This position will develop story map thematic tour products using ESRI Story Maps platform. Each tour being implemented involves identifying sites to include that are related to the theme, coordinating with each site to develop and confirm site information and images, then map and post the information using Story Maps. See [appalachianforest.us/visit](http://appalachianforest.us/visit) for a pilot example of this product. Work with tourism sites to gather their information and engage them as active partners in AFHA. Help improve our tourism information including website content upgrades, and brochure information for use in the Appalachian Forest Discovery Center. Working with the AFHA Museum member, improve AFHA volunteer management, visitor services and exhibit development, outreach and communications including social media and e-newsletter.

Tech skills including GIS familiarity and graphic design would be helpful, with willingness to learn to use the Story Map software. This member must be interested in talking with people, including likely site visits around the area.

**Highlands Trail Foundation, Elkins, WV (¼ time )**

Supervisor, Karen Carper

While working on outreach and capacity building, this member will also assist the all-volunteer Highlands Trail Foundation, which supports development of a regional trail system with emphasis on the Allegheny Highlands Trail in Randolph and Tucker counties. The AmeriCorps member duties will include maintaining the organization website, [highlandstrail.org](http://highlandstrail.org), Facebook page, volunteer and organizational support. They will help with four annual events, including promotion and volunteer management, and possibly volunteer work days.

## **Conservation / Heritage Cross-Over Positions – Museum site – Conservation interpretation duties**

### **Appalachian Forest Heritage Area Museum Position, Elkins, WV (3/4 time)**

Supervisor, Phyllis Baxter

Tell the story of natural resources and ecosystems in the AFHA by developing your own exhibit in the Appalachian Forest Discovery Center. Located in the Darden Mill in Elkins, this museum first opened in May 2014, featuring a permanent exhibit about AFHA themes, and a different rotating exhibit each year. This member will develop the 2018 seasonal exhibit, from selecting the actual topic within our Nature/Conservation theme, through research, writing, finding images and display materials, designing, and constructing the exhibit. Graphic design skills are helpful, but if that is not your strong suit we can bring in design help. The important part is telling the story in an interesting and compelling way.

The member will also be responsible for museum visitor services duties through the tourist season, as well as other AFHA interpretation or programming projects. Working with the AFHA Tourism member, improve AFHA volunteer management, and outreach to partner sites, and communications including social media and e-newsletter.

Applicants should have conservation interpretation and/or museum studies background, with graphic design (In Design) skill helpful but not required. Will include substantial weekend days during the tourist season.

### **C-HOPE (Citizens for Historical Opportunity, Preservation and Education) (1/4 time)**

Supervisors, Phyllis Baxter & Deb Farrell

C-HOPE is the non-profit preservation organization, which owns and manages the historic Darden Mill. Member will assist with preservation planning for maintenance and improvement of the historic building, and will assist on preservation education and awareness, as well as volunteer management and capacity building for the organization. Member should have or learn historic preservation background and understanding of preservation principles, standards, and programs.

## **Conservation / Heritage Cross-Over Positions – Conservation Agency, Heritage-related duties**

### **Monongahela National Forest, Forest Service Heritage Program-Elkins**

Archaeology position **See Conservation Cross-over section p 4**

### **Monongahela National Forest, Forest Service Heritage / Recreation position - Bartow**

Heritage interpretation, archaeology and recreation position **See Conservation Cross-over section p 4**

## AFHA Hands On Team

Supervisor, AFHA Program Associate

4 positions

**Team Members** 3 positions -- Hands-On Team (HOT) members work as a team on a variety historic preservation community buildings and outdoor conservation projects doing primarily hands-on work. Tasks may include window repair, structural stabilization, reconstructing porches or other parts of structures, interior repair, painting, plaster repair, timber wall straightening and repair, site prep and cleanup, as well as archaeological excavation, site protection, trail building or landscape projects. Hands-on team members may also take on historic preservation planning, such as preparing reports on historic structures, needs assessments, or assisting building owners with reuse plans, or a heritage or interpretive project, depending on your interest and the tasks needed.

Experience or familiarity with construction and hand tools is required; members will receive training in specific skills. For HOT projects, members will often be working side by side with an experienced contractor or trainer such as HistoriCorps, and can learn on the job. All HOT members will do both construction and conservation tasks.

Members should be prepared for physically difficult and sometimes tedious work, as well as unpleasant or dirty working conditions (with appropriate safety equipment). You should be able to lift and carry up to 50 pounds, be able to wear a face mask, and climb a step ladder. Although there may be some office work, this team will continue hands-on work through the winter on interior projects. The team is based in Elkins, with periodic travel including several days at a time away for some projects. Applicants must be comfortable in a team, and understand and follow all safety precautions.

**Team Coordinator** 1 position -- The Team Coordinator will serve with the team on all projects on site. Working with Supervisor, Team Coordinator will help communicate with sites, and help organize and schedule projects, making sure team has necessary tools and supplies for each project. Team Coordinator will coordinate with team to upload photos and reports to the google drive, and update Supervisor. Good communication is key and member will need to coordinate with supervisor and site representatives on projects i.e. weather, illnesses, contractor conflicts, scheduling issues, and updating google calendar, as well as serving on all projects.